

MILLVILLE
BOARD OF EDUCATION

AGENDA

July 27, 2015

MILLVILLE BOARD OF EDUCATION
MILLVILLE, NEW JERSEY
JULY 27, 2015
AGENDA

1. Call to Order
2. Roll Call and Establishment of Quorum
3. Flag Salute
4. Approval of Minutes of Previous Meeting
5. Report of the President
6. Report of Committees:
 - a. Finance Committee Bob Donato
 - b. Community Relations Committee Mike Whilden
 - c. Facilities Committee Mike Beatty
 - d. Professional Review Committee Bob Donato
 - e. Policy Committee Mike Whilden
 - f. Curriculum Committee Lisa Santiago
 - g. Shared Services Committee Charles Flickinger
 - h. Legal Committee Arnold Robinson, Esq.
7. Public Review of the Agenda
8. Report of the Superintendent

An asterisk denotes all board members vote on items.
9. Report of the Treasurer, Report of the Secretary and Budget Control
10. Communications (Letters and other communications have been distributed to all Board Members. Where appropriate, they are available for review by the public in the Board Secretary's office.)
11. Unfinished Business
12. New Business
13. Payment of Bills and Cafeteria Bills (List of bills available for inspection in the Board Secretary's office)
14. Hearing of the Delegation
15. Adjournment

SUPERINTENDENT'S REPORT

July 27, 2015

General – As Recommended by the Superintendent

- *1 It is recommended the Board of Education approve the list of out-of-district workshops as indicated in the backup.
- *2 It is recommended the Board of Education approve the 2015-16 Athletic Event payment schedule for sports officials and security as indicated in the backup.
- *3 It is recommended the Board of Education increase the 2014-2015 thresholds for Robinson and Robinson from \$45,000 to \$46,744 and for Capehart & Scatchard from \$35,000 to \$36,829.
- *4 It is recommended the Board of Education approve Resolution #1146 allowing the Board to join the Southern Coastal Regional Employee Benefits Fund. This is the HIF (health insurance fund) for all employee health benefits.
- *5 It is recommended the Board of Education approve Resolution #1145 to increase the bid threshold amount from \$36,000 to \$40,000 and to further authorize Bryce Kell, Qualified Purchasing Agent, to award contracts for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.
- *6 It is recommended the Board of Education approve Resolution #1144 to authorize Effective School Solutions to provide therapeutic mental health services for up to 18 students for the 2015-2016 school year.
- *7 It is recommended the Board of Education approve the district's continued participation in the New Jersey Partnership for School-Based HIV, STD and Pregnancy Prevention and accept the following funds to be used for activities to support positive student sexual health practices: \$5,000.00.
- *8 It is recommended the Board of Education approve the Clinical Education Agreement with Cumberland County College for the 2015-2016 school year at no cost to the district.
- *9 It is recommended the Board of Education approve Wendi Carlon-Wolfe to work up to (15) days during the summer, at her per diem rate of \$424.11, as required by the Administration.

SUPERINTENDENT'S REPORT

July 27, 2015

General – cont'd

- *10 It is recommended the Board of Education approve summer hours for Jeffrey McAfee for the purpose of building students' schedules, reviewing records, and setting up intake meetings at Alternative School. He will be paid for up to four days at his per diem rate. – District funding
 - *11 It is recommended the Board of Education approve the following policies for second reading:
 - 4112 Contract – Nontenured Personnel
 - 4143.6 Disability Income Protection
 - *12 It is recommended the Board of Education approve the New Jersey School Boards' Association 2015-2016 dues in the amount of \$26,662.70.
 - *13 It is recommended the Board of Education approve the out-of-state travel for Dan Wright to attend the ITIL Service Lifecycle Training in New York City from August 17 – 19, 2015 with a cost to the district of \$3,061.48.
 - *14 It is recommended the Board of Education approve Herb Williams, residency/truancy officer, to return to work on August 19, 2015 to help with residency and registration issues as he has done in previous years. Mr. Williams will be paid on a per diem basis.
 - *15 It is recommended the Board of Education approve the 2015-16 charter school payment schedules for the Vineland Public Charter School, Millville Public Charter School, Compass Academy Charter School, and Charter Tech High School. The total payments are estimated to be \$2,383,352.00. (see attached)
 - *16 It is recommended the Board of Education approve the submission of applications for Temporary Instructional Space to the county DOE as detailed in the backup for the following locations:
 - MSHS – 11 newer TCU Classrooms T100-T110
 - MSHS – 5 older TCU Classrooms T111-T116
- 1-16 all**
- 17 It is recommended the Board of Education approve creating a position for 21st Century Summer Camp AVA Staff. The position will be paid at the MEA hourly rate of \$30, not to exceed 10 hours. – 21st Century Grant funding

SUPERINTENDENT'S REPORT**July 27, 2015****General – cont'd**

- 18 It is recommended the Board of Education approve creating 13 positions for Language Arts Curriculum and Benchmark Revisions for Grades K – 5. Each position will be paid at the MEA hourly rate of \$30, not to exceed 18 hours per position. – Title 1 funding
- 19 It is recommended the Board of Education approve creating six positions for Elementary Instructional Coaches Prep for Pearson's Reading Street Implementation. Each position will be paid at the MEA hourly rate of \$30, not to exceed 18 hours per position. – Title 1 funding
- 20 It is recommended the Board of Education approve creating a position for Evening Parent Activity Presenter at Child Family Center. The position is for five workshops on various dates during the 2015-2016 school year. The presenter will be paid at the MEA hourly rate of \$30 for three hours preparation time and two hours presenting for each workshop. – ECP funding
- 21 It is recommended the Board of Education approve creating four positions for Child Care for Evening Parent Activities at Child Family Center to supervise children during nine parent events on various dates during the 2015-2016 school year. Each position will be paid at the hourly rate of \$12 for two hours for each event. – ECP funding
- 22 It is recommended the Board of Education approve creating a position for Wrap Around Supervisor and Substitute at Child Family Center for 2015-16. The position will be paid at the hourly rate of \$10.73. – ECP funding
- 23 It is recommended the Board of Education approve creating up to 18 positions for Wrap Around Instructional Aides and Substitutes at Child Family Center for 2015-16. Staff will be paid \$9.50 per hour for adults and \$8.38 per hour for students. – ECP funding
- 24 It is recommended the Board of Education approve creating up to 15 positions for District AVID Tutors for 2015-16. Each position will be paid for up to 34 weeks, one to five days per week, not to exceed 18 hours per week at the hourly rate of \$10. – District funding

SUPERINTENDENT'S REPORT

July 27, 2015

General cont'd

- 25 It is recommended the Board of Education approve creating a part-time temporary position for a One-to-one Paraprofessional for Student #27903 to accompany student on the bus to and from Lakeside for 2015-16. The position will be paid at the MEA hourly rate of \$9. – IDEA Basic funding
- 26 It is recommended the Board of Education approve the submission of applications for Dual Use of Educational Space to the County DOE as detailed in the backup for the following locations:
 - R.D. Wood Elementary School: rooms 8, 11, 12 and 20
 - R.M. Bacon Elementary School: rooms 7, 13A, 17, 18 & 22
 - Silver Run Elementary School: rooms 115, 116, 125, and 132
- 27 It is recommended the Board of Education approve creating a position for 21st Century Elementary Grant Data Input for 2015-16. Position will be paid at a per diem rate. – 21st Century Grant funding
- 28 It is recommended the Board of Education approve creating positions for 21st Century Elementary Site Coordinators/Teachers for 2015-16. Positions will be paid at the MEA hourly rate of \$30. – 21st Century Grant funding
- 29 It is recommended the Board of Education approve creating positions for 21st Century Elementary Aides for 2015-16. Positions will be paid at the MEA hourly rate of \$9.50. – 21st Century Grant funding
- 30 It is recommended the Board of Education approve creating a position for part-time, temporary One-to-one Paraprofessional for Student #30395 from August 3 – 14, 2015. The position will be paid at the MEA hourly rate of \$14, not to exceed 50 total hours. – IDEA Basic funding

Resignations

- 31 It is recommended the Board of Education approve the resignation of Diane Garrison from her position as Vice Principal (pc# 332) at Lakeside effective August 28, 2015.

SUPERINTENDENT'S REPORT
Resignations – Cont'd

July 27, 2015

- 32 It is recommended the Board of Education approve the resignation of Anna Munoz from her position as Social Studies Teacher (pc#814) at Lakeside effective July 1, 2015.
- 33 It is recommended the Board of Education approve the resignation of Jackie Olivio and Diane Nugent from Summer Trek.

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- *34 It is recommended the Board of Education approve the resignation of Jackie Reid from the position as Custodian (pc#11) at Memorial effective July 16, 2015.
- *35 It is recommended the Board of Education approve the resignation of Debra Miletta from her position as School Nurse (pc#749) at Alternative School effective August 20, 2015.

Retirements

- *36 It is recommended the Board of Education approve the retirement of Anita Schwartz from her position as Teacher of Business (pc#269) at MSHS effective July 1, 2015.
- *37 It is recommended the Board of Education approve the retirement of Anthony Sauro from his position as Custodian (pc#382) for the district effective December 1, 2015.

34-37 ALL

Leave of Absence

- 38 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #6019 from September 24 to December 23, 2015 utilizing the Family Medical Leave Act.
- 39 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #1731 from July 1 to August 16, 2015 utilizing the Family Medical Leave Act.
- 40 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #5751 from September 1 to December 16, 2015 utilizing the Family Medical Leave Act.

SUPERINTENDENT'S REPORT
Leave of Absence – Cont'd

July 27, 2015

- 41 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #825 from October 5, 2015 to September 1, 2016 utilizing the Family Medical Leave Act.

Reappointments

- 42 It is recommended the Board of Education approve the reappointment of the following maintenance staff for 2015-16:

Stephanie Parent – Lakeside
Wendy Smith-Child Family Center

Appointments

The following candidate(s) are recommended for emergent hiring pending completion of a criminal history check.

- 43 It is recommended the Board of Education approve the appointment of Karen Chamenko to the shared position of Summer Wrap Around Nurse at Child Family Center. She will be paid at the MEA hourly rate of \$30 for up to five days per week, six hours per day for the month on August. – ECP funding
- 44 It is recommended the Board of Education approve the appointment of Tom Costa to the position of 21st Century Summer Camp AVA staff. He will be paid at the MEA hourly rate of \$30, not to exceed 10 hours. – 21st Century Grant funding
- 45 It is recommended the Board of Education approve the appointment of the following staff to the position of Elementary Instructional Coaches Prep for Pearson's Reading Street Implementation:

Jessica Grabowy (Rieck)	Theresa Raudenbush (Holly Heights)
Heather Dian (Wood)	Celese Nolan (Bacon)
Justin Dodge (filling 2 positions: Silver Run and Mount Pleasant)	

Each position will be paid at the MEA hourly rate of \$30, not to exceed 18 hours per position. – Title I funding

SUPERINTENDENT'S REPORT
Appointments – Cont'd

July 27, 2015

- 46 It is recommended the Board of Education approve the appointment of staff to the position of Language Arts Curriculum and Benchmark Revisions for Grades K-5:

Kindergarten:	Robin Elliott	Jen Finch	
1 st grade:	Justin Dodge	Theresa Raudenbush	
2 nd grade:	Jackie Olivio	Kristina Messina	
3 rd grade:	Lisa Baskow	Heather Dian	
4 th grade:	Kristie Renzi	Jackie Cruz	
5 th grade:	Linda Wittmann	Tara Tapp	Beth Benfer

They will be paid at the MEA hourly rate of \$30, not to exceed 18 hours per position. – Title I funding

- 47 It is recommended the Board of Education approve the appointment of Derek Clarke to the position of Social Studies/History Teacher (pc#863) at Lakeside effective September 1, 2015. He will be paid at the 2nd step (MA) of the MEA salary guide, \$49,817 (to be adjusted when MEA contract is settled). – District funding
- 48 It is recommended the Board of Education approve the appointment of the following staff to the shared position of part-time, temporary One-to-one Paraprofessional for Student #30395 effective August 3 – 14, 2015:

Claudia Erwin Nicole Interlante

The position will be paid at the MEA hourly rate of \$14, not to exceed 50 total hours. – IDEA Basic funding

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- *49 It is recommended the Board of Education approve the appointment of Katie Baralus to the position of School Psychologist (pc#10198) for the District effective September 1, 2015. She will be paid \$64,339 per the MAA contract. – District funding
- *50 It is recommended the Board of Education approve the appointment of staff to the position of Home Instructor for 2015-16 as indicated in the backup.

SUPERINTENDENT'S REPORT
Appointments – Cont'd

July 27, 2015

- *51 It is recommended the Board of Education approve the **revised** appointment of the following staff to the position of Nurse for the K-8 ESY and 21st Century Summer programs:

Paula Frie

Substitutes: Theresa Riegel Stacey Lera

They will be paid at the MEA hourly rate of \$30, **not to exceed five hours per day from June 29-July 24 and four hours per day from July 27 – July 31.** – IDEA Basic and District funding

- *52 It is recommended the Board of Education approve Kristen Masters to teach an additional block at MSHS during the second semester of the 2015-16 school year. The cost to the district will be approximately \$4,000 (85 minutes per day x 90 days x hourly wage). – District funding

- *53 It is recommended the Board of Education approve the appointment of the following staff to the position of De-escalation / Safety Hold Training:

Lawrence Hickman Joanne Aviles Ivelisse Trinidad
Amanda Gaunt Amanda Wichnick

Teachers will be paid at the MEA hourly rate of \$30 and paraprofessionals will be paid at the MEA hourly rate of \$14, not to exceed five hours per staff member. – IDEA Basic funding

- *54 It is recommended the Board of Education approve the appointment of the following staff to the position of Staff Equity and Diversity Trainers for New Staff Training:

Margaret Keefer John Newsome

They will be paid at the MEA hourly rate of \$30, not to exceed six hours per person. – IDEA Basic funding

- *55 It is recommended the Board of Education approve the appointment of Rose Mosley to the position of Temporary Summer Employee – Custodial Pool. She will be paid for up to 10 weeks, four days per week, ten hours per day at the hourly rate of \$9. – District funding

SUPERINTENDENT'S REPORT
Appointments – Cont'd

July 27, 2015

- *56 It is recommended the Board of Education approve the appointment of the following staff to the position of Summer Nurse for Processing Sports Physicals:

Aisling Renshaw (Lakeside – 4 hours, Memorial 12 hours)
Jeanne Bobroski and Pat Birnstiel (MSHS – no more than 36 hours combined)

They will be paid at the MEA hourly rate of \$30. – District funding

- *57 It is recommended the Board of Education approve the appointment of the following staff to the position of Behind the Wheel Instructors:

Claudia McCarthy	Brooke Dixon	Brittany Ewan
Rachael Fiahlo	Stacey Trimble	

They will be paid at the hourly rate of \$29. – District funding

- *58 It is recommended the Board of Education approve the **revised** appointment of staff to the position of Training – Behavior Management due to staff changes as follows:

Remove: Elviro Ocasio Add: Lawrence Hickman

Paraprofessionals will be paid at the MEA hourly rate of \$14, not to exceed 10 hours per position. – IDEA Basic funding

- *59 It is recommended the Board of Education approve the **revised** appointment of staff to the position of Self-contained Autism Staff Training due to staff changes as follows:

Remove: Beverly Eldridge Add: Elviro Ocasio

Paraprofessionals will be paid at the MEA hourly rate of \$14, not to exceed 10 hours per position. – IDEA Basic funding

- *60 It is recommended the Board of Education approve the appointment of Gerald Bruman to the position of Part-time Teacher of Mathematics (pc#10222) at Alternative School effective September 1, 2015. He will be paid at the MEA hourly rate of \$31 not to exceed 3.5 hours per day. – District funding

SUPERINTENDENT'S REPORT
Appointments – Cont'd

July 27, 2015

- *61 It is recommended the Board of Education approve the **revised** appointment of Dennis Thomas to the position of Special Education Teacher – Behavior Disorders at MSHS effective September 1, 2015. He will be paid at the 10th step (MA+15) **\$57,969** of the MEA salary guide (to be adjusted when MEA contract is settled). – District funding
- *62 It is recommended the Board of Education approve the appointment of Michael Shehan to the position of Night Lead Custodian-Building Maintenance Worker (pc#1168) at Millville Senior High School effective July 28, 2015. He will be paid at the 2nd step \$27,850 +\$2,500 (NL stipend) +\$1,500 (Black Seal) = \$31,850 per the Council 18 salary guide. – District funding
- *63 It is recommended the Board of Education approve the appointment of Anthony Vorndran to the position of Teacher of Social Studies (pc#191) at Memorial effective September 1, 2015. He will be paid at the 1st step (BA) of the MEA salary guide, \$48,383 (to be adjusted when MEA contract is settled). – District funding

Transfers

- *64 It is recommended the Board of Education approve the transfer of Barbara Kern from her position as Math Teacher (pc#930) at Lakeside to the position as Social Studies Teacher (pc#814) at Lakeside effective September 1, 2015.

Co-Curricular Appointments

- *65 It is recommended the Board of Education approve the appointment of staff to Fall Sports Coach Co-Curricular/Schedule B positions for 2015-16 as indicated in the backup.
- *66 It is recommended the Board of Education approve the appointment of Dennis Thomas to the Co-Curricular/Schedule B position of Summer Weight Training. He will be paid \$3,532. – District funding

SUPERINTENDENT'S REPORT**July 27, 2015****Bids**

- *67 It is recommended the Board of Education approve the renewal of the To & From Contracts with Sheppard Bus Company for the 2015-16 school year with a 1.34% increase. The total contract renewal is \$2,806,399.60 (\$15,591.11/per diem).

Bid #97-40	To & From Transportation	\$610,252.20	\$ 3,390.29
Bid #99-23	To & From Transportation	\$433,960.20	\$ 2,410.89
Bid #01-24	To & From Transportation	\$217,405.80	\$ 1,207.81
Bid #03-37	To & From Transportation	\$107,834.40	\$ 599.08
Bid #03-29	To & From Transportation	\$ 55,897.20	\$ 310.54
Bid #04-40	Special Ed. Transportation	\$ 30,024.00	\$ 166.80
Bid #05-37	To & From Transportation	\$288,079.80	\$ 1,600.44
Bid #05-50	Special Ed. Transportation	\$ 36,766.80	\$ 204.26
Bid #06-53	Special Ed. Transportation	\$ 6,467.40	\$ 35.93
Bid #07-41	To & From Transportation	\$112, 687.20	\$ 626.04
Bid #08-25	To & From Transportation	\$462,090.60	\$ 2,567.17
Bid #08-25	To & From Transportation	\$ 20,622.40	\$ 114.57
Bid #11-42	To & From Transportation	\$ 30,337.20	\$ 168.54
Bid #12-38	To & From Transportation	\$105,436.80	\$ 585.76
Bid #12-40	Special Ed. Transportation	\$ 50,639.40	\$ 281.33
Bid #13-36	Special Ed. Transportation	\$ 45,259.20	\$ 251.44
Bid #14-30	To & From Transportation	\$ 55,648.80	\$ 309.16
Bid #14-31	To & From Transportation	\$109,081.80	\$ 606.01
Bid #15-15	To & From Transportation	\$ 27, 909.00	\$ 155.05

- *68 It is recommended the Board of Education approve the renewal contract of student transportation for field trips with Sheppard Bus Company for the 2015-16 school year with 0% increase. The total amount of the renewal contract is \$75,000.

Bid #10-54 School Related Activities – Field Trips \$75,000.00

SUPERINTENDENT'S REPORT**July 27, 2015****Bids – Cont'd**

- *69 It is recommended the Board of Education approve the renewal of the To & From Summer Contracts with Sheppard Bus Company for the 2015-16 school year with a 1.34% increase. The total contract renewal is \$53,066.22.

Bid #14-30 To and From Summer Contracts \$53,066.22

- *70 It is recommended the Board of Education approve the following Bid Awards:

Bid #15-23 Boy's Basketball Equipment \$ 3,796.40

Kelly's Sports, LTD	\$ 421.15
Pyramid School Products	\$ 120.75
Riddell/All American	\$ 3,254.50

Bid #15—24 Girl's Basketball Equipment \$ 3,537.89

Ares Sportswear	\$ 347.50
BSN/Passon Sports	\$ 15.84
Pyramid School Products	\$ 120.75
Riddell/All American	\$ 3,053.80

Bid 15-25 Winter Track Equipment \$ 3,718.10

Ampro Sportswear	\$ 380.00
Kelly's Sports, LTD	\$ 2,970.10
Triple Crown Sports	\$ 368.00

Bid #15-26 Wrestling Equipment \$ 1,689.75

Ampro Sportstwear	\$ 533.00
Kelly's Sports, LTD	\$ 646.80
Pyramid School Products	\$ 112.35
Triple Crown Sports	\$ 397.60

Bid #15-27 Swimming Equipment \$ 3,995.73

Kelly's Sports, LTD	\$ 2,032.29
Kiefer	\$ 251.64
Triple Crown Sports	\$ 1,711.80

SUPERINTENDENT'S REPORT

July 27, 2015

Bids – cont'd

- 71 It is recommended the Board of Education approve the addition of an aide to Route #208 Silver Run Elementary School (floater):

Sheppard Bus Company
35 Rockville Road
Bridgeton, NJ 08302

Quote #208 Bid #97-40
\$65.00 per diem x 180 days = \$11,700.00
Increase/Decrease per mile = \$1.10

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Budgetary Transfers – As Recommended by the Superintendent

- *72 It is recommended the Board of Education approve the budgetary transfers for the month ending May 31, 2015 and June 30, 2015.

Board of Education's Monthly Certification - As Recommended by the Superintendent

- *73 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of May 31, 2015 and June 30, 2015 and after a review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-extended in violation of NJAC 6:20-2:13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Secretary's Monthly Certification – As Recommended by the Superintendent

- *74 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for May 31, 2015 and June 30, 2015.

Balance Sheet Reports – As Recommended by the Superintendent

- *75 It is recommended the Board of Education officially accept the four balance sheets from the board secretary for the General Fund, Special Reserve Fund, Capital Projects Fund and the Debt Service Fund as required under the GAAP procedure for the month ending May 31, 2015 and June 30, 2015.

72-75 ALL